

DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT

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**CSBG Advisory Committee (CAC) Meeting
Sacramento – Community Services & Development Department
700 North 10th Street, Sacramento, CA 95811**

**August 13, 2008
Time: 10:00 a.m. – 2:00 p.m.**

Lunch – 12:00 p.m. – 12:30 p.m.

Call in Number – 1-800-441-9998 – pin number 5653559#

Approval of May 14, 2008, minutes (5 minutes)

Director's Report – Lloyd Throne (20 minutes)

CSD Partnerships – Helga Lemke (20 minutes)

- Asset Development Contract Updates

Associations Updates – (20 minutes)

Community Services Division Program News – Leslie Taylor (20 minutes)

- Division Reorganization and impact of Executive Order
- 2008 Refugee Summit Information
- Naturalization Services Program Update
- Prisoner Reentry Update

Sacred Heart Community Service – (20 minutes)

- Agency History and Overview – **Poncho Guevarra, Executive Director**

Lunch – 12:00 – 12:30

CSD Public Organization Roundtable – (90 minutes)

- Amador Tuolumne Community Action Agency – **Shelly Hance, Executive Director**
- Glenn County Human Resource Agency – **Kim Gagghagen, Executive Director**
- Community Action Partnership of Riverside – **Lois Carson, Executive Director**

Roll Call

Community Services & Development
Community Action Agency of San Mateo, Inc.
Community Action Partnership of Madera County
Sacramento Employment & Training Agency
San Joaquin County Department of Aging, Children's & Community Services
Rural Community Assistance Corporation
California/Nevada Community Action Partnership
Amador-Tuolumne Community Action Partnership
Center for Employment Training
Community Action Board of Santa Cruz County, Inc.
Monterey County Community Action Partnership
Northern California Indian Development Council, Inc.
Community Action Agency of Butte County, Inc.
San Benito County Department of Community Services & Workforce Development
Placer County Health and Human Services Department
Merced County Community Action Agency
Calaveras/Mariposa Community Action Agency
Sacred Heart Community Services
California Human Development Corporation
Central Valley Opportunity Center, Inc.
Colusa-Glenn-Trinity Community Action Agency
Community Action Partnership of Riverside County

Conference Call

Community Action Partnership of Orange County
Inyo Mono Advocates for Community Action, Inc.
Proteus, Inc.
Community Action Partnership of Madera County
Community Action Partnership of Kern
Economic Opportunity Council of San Francisco, Inc.
Community Action Partnership of San Bernardino County

Lloyd Throne called the meeting to order at 10:15am in Pamela Harrison's absence.

Roll call was taken and Leslie Taylor moved that the May 14, 2008 minutes be approved. Two corrections to the May 14, 2008 minutes, Cal/Neva be added to the roll call and Stockton County is changed to San Joaquin County Dept. of Aging Children's & Community Services. The changes were noted and Ernie Flores approved the minutes and Mike Micciche seconded the motion.

Director's Report

Lloyd Throne, Director of CSD discussed the Governor's Executive Order and the budget. The budget has not been signed and as a result, the Governor issued an Executive Order S-09-08 to reduce expenditures. The following steps were effective July 31, 2008:

- Prohibition of overtime
- Freeze on new hiring, transfers and promotions
- Suspension of all personal services contracts
- Termination of retired annuitants, permanent intermittent employees, and seasonal employees, temporary help workers, and student assistants.

The Executive Order also implements the provisions of the *White v. Davis* case for the August payroll. The court ruled that nonexempt FLSA employees be paid federal minimum wage (\$6.55 per hour) until the budget is signed. Our State Controller, John Chiang refused to follow this Executive Order and the Governor is now suing John Chiang. Stay tuned. Because of the hiring freeze, CSD had 48 hours to fill vacant positions. As a result of this, Leslie Taylor was promoted to the manager of the Community Services Division Program Development & Technical Support unit. Other movement in CSD is Lisa Bell, she will be leaving on August 31, 2008. She has accepted a position with the Department of Transportation. Susan Mello has transferred within CSD, she will no longer be a field representative and will work with Renee', Helga, and Lloyd in the discretionary funding area. Lloyd mentioned that he has finally relocated to the Sacramento area from Eureka and will now be able to visit more of the non-profits. Some of the visits are already on Lloyd's calendar and more will follow in the future. On a sad note, Lloyd shared with the group the passing of our Budget Officer & Contracts Manager, Fernando Negrete. He passed away suddenly in June and CSD has memorialized one of our conference rooms in his name. His position has been filled and our new manager will be on board August 15, 2008.

The solar initiative was the next topic of discussion. The initiative was awarded to Grid Alternative. CSD came in second on the selection panel. Lloyd said CSD was very proud of the hard work that was done on the project. Everyone who worked on the project did the best job possible and CSD should have been selected as the Program Manager. As of August 7, 2008, no formal announcement has been made with regard to the Program Manager award and CSD is waiting for a response to the letter sent to Paul Clanon, the Executive Director of the California Public Utilities Commission. The letter asks for assistance in receiving information about the selection process and the substantive merits of the proposals submitted. CSD is moving ahead with the solar initiative and is pursuing their efforts with the local utilities in California. Lloyd welcomed our new Santa Clara non-profit, Sacred Heart Community Services and their Executive Director, Poncho Guevara. The agency was founded in 1964 and brings knowledge and fresh ideas to the Santa Clara area. Lloyd touched on monitoring for a moment and said that while CSD does most of the monitoring of our agencies, CSD would appreciate and welcomes any feedback from the network. He said that CSD is client friendly and like to hear any ideas, thoughts and constructive criticism from our providers.

CSD Partnerships

Helga Lemke opened the discussion on CSD Partnerships. She said CSD in collaboration with Cal/Neva has over the past two years worked hard to develop a training and technical assistance model with the goal of helping CSD grantees build capacity and thrive so that they can effectively assist low income Californians. Under Lloyd's leadership the "California Model" has three key features: a focus on partnerships, a continuum of T & TA activities and a commitment to promoting excellence for all agencies, not only those with challenges or those who are "at risk." Helga shared that CSD, Cal/Neva, San Luis Obispo staff and Jim Masters from the Center for Community Futures will be giving a presentation on the California T&TA Model at the NCAF Conference in Chicago in August, 2008. Helga said the latest "tool" in the tool box of T&TA is a "peer learning cluster" which will be made available to the asset building grantees through a partnership with Cal/Neva, CSD, and hopefully, Citibank. CSD is very excited about this approach – it's similar to how foundations fund their grantees – and believes it will enhance the likelihood of success for those who participate. At this point, Lloyd invited Renee' to say a few words to the group before the Association Updates. Renee' shared that she had been in the Chief Deputy Director's position for a year now. Helga would focus on capacity building, while Renee's job would be customer service. Renee' will run interference for the State by working with the agencies. She presented the CSD staff this day, August 13, a challenge to have the contracts executed by January 1, 2009.

Association Update

Tim Reese from Cal/Neva gave the first update. He said Leadership Institute held at the Sheraton on June 26, 2008 went very well. Special guest speakers included: Lenny Goldberg; Calif. Tax Reform Association, Mike Herald; Western Center on Law & Poverty, Lisa Folberg; Calif Medical Association, and Ed Howard; Children's Advocacy Institute. Tim said the highlight of the meeting was the direct link with the First Lady's Office. The attendees were introduced and inspired by the "We Connect you to Money, Opportunity & Dreams" program through the First Lady's Office. Tim went on to talk about T&TA. He said that California was leading the way in T&TA programs. There will be ten presentations from California at the NCAF Conference in Chicago. He mentioned the Peer Learning Cluster and said that nine agencies are currently participating in a peer learning cluster funded through Citibank. The CMP3 Peer to Peer (part of Cal/Neva's T&TA contract) has completed seven projects. Eighteen trainers have submitted applications; however the project would like to have 50 trainers in the pool. Sign ups are encouraged. Tim reminded everyone that Cal/Neva is a member of CAPLAW and if you are a member of Cal/Neva you are automatically a member of CAPLAW. He said that a handout would be coming soon explaining the legal assessment tool. This tool can be used to look at your agency.

Ernie Flores from Central Valley Opportunity Center, Inc. gave an overview on La Cooperativa Campesina De California. La Coop is the statewide association of service providers implementing Workforce Investment Act Title I Section 167 and CSBG farm worker service programs. La Coop is a California 501C3 corporation. The Board of Directors consists of representatives from member agencies and from the Employment

Development Department. Members provide services throughout California but especially in rural areas where farm workers live and work. The diverse services have self-sufficiency through training and employment for farm workers as a focal point. CVOC, a member of La Coop, is comprised of the three counties of Stanislaus, Merced and Madera. They are located in San Joaquin Valley. CVOC was incorporated in May, 1979 and operated numerous employment, educational, economic development and social service programs in central California. Over the last 25 years, CVOC has operated major programs for the Dept. of Labor, CSD, Dept. of Education, State of California local government programs and private foundations.

Mike Micciche from California Human Development Corporation shared with the group information on the new health services pilot program with La Cooperativa Campesina de California. CHD's pilot program is funded through a contract with La Coop. This is a program through Pacific Care & Health Net which gives the migrant farm worker a card containing his or her personal information and they can go anywhere in the State and get medical services. The contract was just signed and the program should be up and running soon.

Christine Johnson-Lyons from Santa Cruz asked Cal/Neva about their survey that was looking for ranking priorities of Community Action to create a platform at the political convention. She said she thought this was the first time this had ever happened. Tim Reese from Cal/Neva responded and said that they had worked closely with David Bradley from NCAF. He said David Bradley had requested input from Community Action for the election platform for the political convention. Both Tim and David encouraged CAA's to respond to the survey. The responses will go to David Bradley in Washington, D.C. and to the Democrat and Republican platform committee. Cal/Neva will endorse the recommendations in Washington, D. C.

Community Services Division Program News

Leslie Taylor from CSD opened this discussion in Pamela Harrison's absence. Leslie said that the budget has caused a few problems for CSD, which resulted in some functions being shifted to the program development and technical support unit; she said you might also experience some movement with the field representatives for your agency. Leslie confirmed that Pamela, Lloyd, Renee' and the entire CSBG staff were committed to customer service. This is their top priority. With regard to the Naturalization program, Leslie said they had two meetings, one in Sacramento and the other in Los Angeles. They had 100% participation at both meetings. The U. S. Naturalization Department gave a presentation and tool kits for the clients were received. The Prisoner Re-entry program is doing well. CSD was awarded the PRI grant and they will hold meetings to see how to provide the best service to the seventy clients in their area. Their last meeting was August 4, 2008. Second Chance, ACAP, CSP and CSD were in attendance. Lois Carson from Riverside suggested that CSD get in touch with the Board of Governor's to the local Community College. She said they might have money for the PRI program. Leslie said she would check on that. CSD is the co-sponsor for the 2008 Refugee Summit being held on September 3-5, 2008 in Manhattan Beach. CSD and the NSP providers will have a booth at the summit

to promote the naturalization process. Lloyd Throne added that out of our federal dollars, CSBG and LIHEAP receive 98% and the Naturalization program receives 2%. CSD has fought hard to keep the naturalization funding. He said the program needs a streamline process to help the program work. CSD has the streamline process in place and needs to find a receptive audience to listen. He said that CSD is committed to keeping the NSP program alive and well. Currently there are 22 agencies in the group.

Sacred Heart Community Services

Lloyd Throne introduced Poncho Guevarra, the Executive Director of Sacred Heart. Poncho thanked CSD for all of its support and is looking forward to a successful relationship with the staff at CSD. Sacred Heart was founded in 1964 and this is the second generation in Poncho's family to be involved in community service. The vision of Sacred Heart is that the community will unite to ensure every child and adult is free from poverty. Their mission is to change lives and impact poverty by providing essential services, offering tools for self-sufficiency, and ministering with dignity, compassion, and respect. We engage the community and inspire volunteers to love, serve, and share. Their Strategic Plan includes meeting basic needs, empowering toward self-sufficiency, engaging the community, collaborating for integrated responses, educating the public, improving institutional capacity and advocating for resources and systemic changes. Poncho said when a client walks through the door they are greeted with dignity, compassion and respect. The client is interviewed and informed about the services available to them. Sacred Heart is open from 9am-4pm. The agency provides food, clothing, survival sacks to the homeless on the street, emergency assistance, employment, training in job skills, family management, immigration assistance, literacy support, child care, health assistance and legal assistance. Sacred Heart collaborates with the regional leaders and also supports and maintains a campaign to cut poverty in the Silicon Valley. They are committed to uniting the community against poverty.

CSD Public Organization Roundtable

Amador Tuolumne Community Action Agency - Shelly Hance is the Executive Director of this agency. ATCAA is a public agency and also a joint powers agency (JPA). They were founded in 1981 and have a Tri Partite Board which consists of 6 low-income representatives (3 from each county), 6 private sector representatives (3 from each county), and 6 public sector representatives (3 from each county). Amador Tuolumne maintains 2 homeless emergency centers, 5 family resource centers, 150 pantries and 200 seniors on life-line that live independently. Shelly said they have 150 staff, 600 volunteers and 60 contracts. ATCAA's mission is to help individuals in Amador and Tuolumne counties toward self-sufficiency; support local residents in becoming involved and contributing members of our communities; promote family and other supportive environments so that children, youth and elders can achieve their maximum potential; and finally; to form partnerships and coalitions within the community to meet these needs. The agency services include a five-county food bank, the region's only emergency and transitional shelters for the homeless, Head Start preschools, three family learning centers, youth mentoring programs, drug and alcohol prevention

programs, home weatherization and utility bill assistance, tax assistance, Lifeline emergency assistance and an award-winning three-county web-based community information and referral system call InfoNet.

Colusa-Glenn-Trinity Community Action Partnership – Kim Gaghagen is the Executive Director of this agency. Like ATCAA, Colusa-Glenn-Trinity CAA has a Tri-Partite Board of Directors, with 6 members from each county, Colusa, Glenn and Trinity. Glenn county Board of Supervisors serves as the governing board. This is a public agency and also a joint powers agency (JPA) and was established in 1988. As a public agency, The Community Action Partnership is effective in bringing the voices of our vulnerable communities to policy makers. This partnership provides services for the seniors, children and the low-income population. Some of the programs and services offered are: homeless continuum of care, family self-sufficiency, housing/weatherization, county specific projects, asset and capacity development and CDBG technical assistance. The CSBG dollars received by Colusa-Glenn-Trinity CAP allows the leveraging of many more funds for the programs. The agency's vision is that individuals, families and communities will be successful, safe and strong.

Community Action Partnership of Riverside – Lois Carson is the Executive Director of this agency. The Community Action Partnership of Riverside was the winner of the National Award for Excellence in 2005. Their mission is that We, the Community Action Partnership of Riverside County, with the community, will end poverty by offering opportunities for the poor through education, wealth building, advocacy and community organizing. Their vision is ending poverty in Riverside County. The agency was organized in 1979 and reaches the low-income population from Orange County to the Arizona border. The population is 2.2 million with 13% in poverty. The CAP of Riverside County is a public agency and their Board of Supervisors meets every two years. The agency has taken an aggressive and bold approach to ending poverty in Riverside County in 30 years by adopting the vision "Bliss County" – Riverside County without poverty. The Community Declaration is a campaign that combines marketing, community outreach and public awareness, and the goal is to generate a number of signatures from "believers" for the Declaration to end poverty each year.